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PAPERWORK REDUCTION ACT SUBMISSION

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USCG-2003-16327-6

1. Agency/Subagency originating request Dept. of Homeland Security/US Coast Guard		2. OMB control number a. <u>1 6 2 5 - 0 0 0 7</u> b. <input type="checkbox"/> None	
3. Type of information collection (check one) a. <input type="checkbox"/> New collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input checked="" type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number <i>For b-f, note item A2 of Supporting Statement instructions</i>		4. Type of review requested (check one) a. <input checked="" type="checkbox"/> Regular submission b. <input type="checkbox"/> Emergency - Approval requested by: ___/___/___ c. <input type="checkbox"/> Delegated 5. Small entities. Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
6. Requested expiration date a. <input checked="" type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other Specify: ___/___/___			
7. Title Characteristics of Liquid Chemicals Proposed for Bulk Water Movement			
8. Agency form number(s) (if applicable) CG-4355			
9. Keywords Bulk, Chemicals, Hazardous, Pollution prevention, Transportation, Vessel			
10. Abstract Chemical manufacturers submit chemical data to the Coast Guard. The Coast Guard evaluates the information for hazardous properties of the chemical to be shipped via tank vessel. A determination is made as to the kind and degree of precaution which must be taken to protect the vessel and its contents.			
11. Affected public (Mark primary with "P" and all others that apply with "X") a. <u> </u> Individuals or households d. <u> </u> Farms b. <u>P</u> Business or other for-profit e. <u> </u> Federal Government c. <u> </u> Not-for-profit institutions f. <u> </u> State, Local or Tribal Gov't		12. Obligation to respond (Mark primary with "P" and all others that apply with "X") a. <input type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input checked="" type="checkbox"/> Mandatory	
13. Annual reporting and recordkeeping hour burden a. Number of respondents <u>28</u> b. Total annual responses <u>36</u> 1. Percentage of these responses collected electronically <u>0</u> % c. Total annual hours requested <u>108</u> d. Current OMB inventory <u>129</u> e. Difference <u>- 21</u> f. Explanation of difference 1. Program change 2. Adjustment <u>- 21</u>		14. Annual reporting and recordkeeping cost burden (in thousands of dollars) a. Total annualized capital/startup costs b. Total annual costs (O&M) c. Total annualized cost requested d. Current OMB inventory e. Difference f. Explanation of difference 1. Program change 2. Adjustment	
15. Purpose of information collection (Mark primary with "P" and all others that apply with "X") a. <u> </u> Application for benefits e. <u> </u> Program planning or management b. <u> </u> Program evaluation f. <u> </u> Research c. <u> </u> General purpose statistics d. <u> </u> Audit g. <u>P</u> Regulatory or compliance		16. Frequency of recordkeeping or reporting (check all that apply) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure c. <input checked="" type="checkbox"/> Reporting 1. <input checked="" type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe)	
17. Statistical methods Does this information collection employ statistical methods? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		18. Agency contact (person who can best answer questions regarding the content of this submission) Name: <u>Mr. David Du Pont</u> Phone: <u>(202) 267-0971</u>	

Supporting Statement for Characteristics of Liquid Chemicals Proposed for Bulk Water Movement

A. Justification

1) Circumstances which make the collection of information necessary.

The U.S. Coast Guard administers and enforces certain laws and regulations for the safe transportation of hazardous materials by water. Title 46 CFR 30-40, 151, 153 and 154 contain regulations designed to promote safety in the transportation of hazardous materials on board tank vessels.

Chemical companies are constantly developing new products. If the demand is great enough, it becomes economically desirable to transport bulk quantities of a product by barge or tanker. In many cases, however, the Coast Guard does not have information on the hazardous properties of the proposed chemical. Therefore, it is necessary for the manufacturers to supply the data.

This information collection supports the following strategic goals:

U.S. Coast Guard:

- Safety
- Protection of natural resources

Marine Safety, Security and Environmental Protection Directorate (G-M):

- Safety: Eliminate deaths, injuries, and property damage associated with commercial maritime operations.
- Human and Natural Environment: Eliminate environmental damage associated with maritime transportation and operations on and around the nation's waterways.
- Economic Growth and Trade/Mobility: Reduce interruptions and impediments that restrict the economical movement of goods and people, while maximizing safe, effective, and efficient waterways for all users.

2) By whom, how and for what purpose the information is to be used.

The Coast Guard evaluates the information and determines the kind and degree of precaution which must be taken to protect the vessel, operating personnel, surrounding environment, and those segments of the general public who reside along the proposed route.

3) Considerations of the use of improved technology.

The information required may be in any format (i.e., written or electronic). Form CG-4355 is available on the Internet. We estimate that 100% of the reporting requirements can be done electronically. At this time, we estimate that 0% of reports are done electronically.

4) Efforts to identify duplication. Why similar information available cannot be used.

Each submission for these purposes is unique. No other agency or section requests the same type of information.

5) Methods used to minimize the burdens to small business if involved.

For reasons of safety, the carriage of hazardous materials must be in accordance with the type and degree of hazards they represent. The burden imposed on small businesses cannot be lessened relative to the burden on larger entities.

6) Consequences to the Federal program if collection were conducted less frequently.

Information is not collected at any set frequency or schedule. Information is submitted only when a manufacturer seeks approval for materials not previously carried. If the information is not submitted at this time, then it would be impossible for the Coast Guard to prescribe precautions for the material's safe carriage.

7) Special collection circumstances.

The methods of this collection are consistent with the guidelines.

8) Consultation.

The information collection requirements of this rule were presented for public comment under the APA. In addition, the Coast Guard has worked closely with the National Academy of Sciences in developing the form for submission.

9) Provide any payment or gift to respondents.

There are no payments or gifts to respondents.

10) Assurances of confidentiality provided to respondents.

All information collected complies with the Freedom of Information Act (FOIA), the Privacy Act, and OMB Circular A-108. Confidentiality is promised when requested, for information exempt from the mandatory public disclosure requirements of FOIA, or when the information is a trade secret.

11) Additional justification for any questions of a sensitive nature.

This information collection request does not involve any questions of a sensitive nature.

12) Estimate of the hour and cost burden.

Approximately three hours are required to complete the form (CG-4355). This estimate includes time for gathering data from several sources. Completing the form for a chemical possessing unusual properties may take longer. These estimates are based upon informal consultation with respondents. Total annual burden on respondents is 108 hours (36 submission x 3 hours/submission).

The cost burden to respondents is summarized in Table 1.

Table 1. Cost to Respondents

3 hours to complete CG-4355 at \$55/hr (GS-13 equivalent)	\$165/submission
Cover letter ¹	\$3/submission
Estimated cost for each submission	\$168/submission
Average annual number of submissions ²	36
Total cost to respondents	\$6,048/year

13) Total annualized capital and start-up costs.

There are no capital or start-up costs.

14) Estimates of annualized cost to the Federal Government.

The following table summarizes the costs incurred by the Federal Government.

Table 2. Cost to Federal Government

8 hours to review CG-4355 at \$50/hr (GS-13 equivalent)	\$400/submission
Administrative cost and overhead (1/3 labor cost)	\$133/submission
Estimated cost for each submission	\$533/submission
Average number of submissions	36
Total cost to Federal Government	\$19,188/year

15) Reasons for changes in burden.

The annual reporting hour burden has decreased. This decrease is an ADJUSTMENT due to a change in the annual submission estimate.

16) Plans for tabulation, statistical analysis and publication.

¹ This cost reflects the construction of a standard cover letter that accompanies the required submission.

² The average number of submissions is derived from a 7-year average between 1996-2002.

There are no plans to use statistical analysis or to publish this information.

17) Approval for not explaining the expiration date for OMB approval.

Not applicable.

18) Exception to the certification statement.

Not applicable.

B. Collection of Information Employing Statistical Methods

Not applicable.